

WOODLAND TWP BD OF ED-00505890 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool - Site	SFA/Sponsor On-Site Monitoring	CHATSWORTH	901	01/14/2019	CAP Accepted
Corrective Action History	CAP Accepted Kate Marsh 03/15/2019 10:56 AM	CAP Accepted			
	CAP Submitted BRITTANY DIMEDIO 03/07/2019 10:29 AM	question a. should be answered YES, the wrong button was selected. see attached documents for forms.			
	CAP Rejected Kate Marsh 02/07/2019 07:56 AM	As discussed on 2/6/19, please revise and upload the completed form in the Documents tab.			
	CAP Submitted DORI HERNDON 02/04/2019 01:47 PM	Missing paper work was on site and complete on the date of review. it was miss filed and has been filed properly as of 11/19/18.			
	CAP Rejected Kate Marsh 01/30/2019 02:48 PM	Please revise.			
	CAP Submitted DORI HERNDON 01/25/2019 11:02 AM	this question was answered wrong by mistake. The paper was done by Feb. 1st			
	Flagged Kate Marsh 12/12/2018 11:10 AM	<p>All SFAs must conduct an on-site accountability review of lunch prior to February 1st each school year. The NSLP On-Site Accountability Review Form (#142) must be used. Accountability reviews must be conducted by an SFA employee.</p> <p>Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future.</p> <p>Indicate the date of implementation.</p> <p>All SFAs must conduct an on-site accountability review of breakfast prior to February 1st each school year. The SBP On-Site Accountability Review Form (#292) must be used. Accountability reviews must be conducted by an SFA employee.</p> <p>Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future.</p> <p>Indicate the date of implementation.</p>			
On-Site Assessment Tool	Certification and Benefit Issuance		134	01/14/2019	CAP Accepted

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Corrective Action History	CAP Accepted Kate Marsh 03/15/2019 10:56 AM		CAP Accepted		
	CAP Submitted BRITTANY DIMEDIO 03/07/2019 10:30 AM		All direct certifications will be submitted on time for year 2019-2020.		
	CAP Rejected Kate Marsh 02/07/2019 07:56 AM		As discussed on 2/6/19, please revise.		
	CAP Submitted DORI HERNDON 02/04/2019 01:51 PM		SFA direct certifications are correct and have been verified within in the correct time frame.		
	CAP Rejected Kate Marsh 01/30/2019 02:48 PM		Please revise.		
	CAP Submitted DORI HERNDON 01/25/2019 11:05 AM		I do not do any direct certification. The front office does all the direct certifications		
	Flagged Kate Marsh 12/12/2018 11:11 AM		<p>The SFA must perform direct certification matches at least four times per school year during required time frames. The mandated timelines are included in the Guidance for Determining Officials (Form #63).</p> <p>Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future.</p> <p>Indicate the date of implementation..</p>		

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Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	Verification		215	01/14/2019	CAP Accepted
Corrective Action History	CAP Accepted Kate Marsh 03/15/2019 10:55 AM	CAP Accepted			
	CAP Submitted BRITTANY DIMEDIO 03/07/2019 10:32 AM	The SFA/Sponsor will complete verification by November 15th next year.			
	CAP Rejected Kate Marsh 02/07/2019 07:55 AM	As discussed on 2/6/19, please revise.			
	CAP Submitted DORI HERNDON 02/04/2019 01:52 PM	Yes, the verification was completed by November 15.			
	CAP Rejected Kate Marsh 01/30/2019 02:47 PM	Please revise.			
	CAP Submitted DORI HERNDON 01/25/2019 11:07 AM	I do not do any verification			
	Flagged Kate Marsh 12/12/2018 11:11 AM	<p>The SFA must complete the Verification Process which includes sending the "We Have Checked Your Application Letter" (Form 244) by the November 15th deadline.</p> <p>Explain, in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future.</p> <p>Indicate the date of implementation.</p>			
On-Site Assessment Tool	Certification and Benefit Issuance		126	01/14/2019	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Kate Marsh 03/15/2019 10:55 AM	CAP Accepted			
	CAP Submitted BRITTANY DIMEDIO 03/07/2019 11:01 AM	Applications that needed corrections were submitted December 21, 2018.			
	CAP Rejected Kate Marsh 02/07/2019 07:55 AM	As discussed on 2/6/19, please revise.			
	CAP Submitted DORI HERNDON 02/04/2019 01:56 PM	This question was answered incorrectly. A Statistically Valid Sample of students was taken and determined to be eligible for free and reduced price benefits. District reviewed the paperwork and have a high level of confidence.			
	CAP Rejected Kate Marsh 01/30/2019 02:47 PM	Please revise.			
	CAP Submitted DORI HERNDON 01/25/2019 11:09 AM	Please contact the front office. I'm not sure			
	Flagged Kate Marsh 12/12/2018 11:11 AM	<p>Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.)</p> <p>The SFA must indicate the date of correction for all application errors.</p>			
On-Site Assessment Tool - Site	Meal Components and Quantities - Review Period	CHATSWORTH	410	01/14/2019	CAP Accepted
Corrective Action History	CAP Accepted Kate Marsh 02/05/2019 08:59 AM	CAP Accepted			
	CAP Submitted DORI HERNDON 02/04/2019 01:44 PM	The review week did not have beans/peas (legumes). Issue was resolved and added to our offerings on 12/1/18.			
	CAP Rejected Kate Marsh 01/30/2019 02:48 PM	Please revise with specific dates of implementation.			
	CAP Submitted DORI HERNDON 01/23/2019 11:13 AM	We will make sure that we serve a legume once a week			
	Flagged Kate Marsh 12/12/2018 11:11 AM	<p>At lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture's Form web site for specific component and minimum quantity requirements. The review week (11/12-11/16) was missing the bean/peas/legumes vegetable sub group.</p> <p>Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future.</p> <p>Indicate the date of implementation.</p>			

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Section	Form subsection	Site Name	Question #	Due Date	Status
Off-Site Assessment Tool	Verification		202	01/14/2019	CAP Removed
Corrective Action History	CAP Removed Kate Marsh 12/10/2018 11:28 AM	CAP Removed			
	Flagged Kate Marsh 12/04/2018 10:17 AM	<p>The confirming official must be an individual who did not make the original eligibility determination on the applications.</p> <p>Explain, in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>			